

Odyssey Steering Committee (OSC)
Meeting Minutes
Judicial Information Division
Wednesday, August 14, 2013
2:13 - 3:08 p.m.

Executive Subcommittee Members Present:

Judge Karen Mitchell, Chair
Steve Prisoc
Tom Feilmeier
Judge Michael Bustamante

JID Staff Present:

Annie Hall
Trixi Bubemyre

Guests Present:

Deb Williamson

Voting Members Present:

Renee Cascio
Tobie Fouratt
Judge Sharon Walton (video)
Wendy Jones
Judge Richard Knowles
Judge Duane Castleberry
Arlene Baca
Lisa Farnum
Madeline Garcia (phone)
Judge Sarah Singleton (video)

I. Approval of Agenda. Judge Mitchell called the meeting to order at 2:13 p.m. The agenda was accepted as presented, except for a request by Steve Prisoc to change the order of the reports.

II. Administrative Report. Steve Prisoc explained that there were no new administrative issues to report on.

III. Metropolitan Court Report.

Project Risks. Mr. Prisoc reported that the original budget of approximately \$2.4 million for the Metropolitan Court project will be exhausted by November 2013. The remaining balance will be used to pay Tyler and a former Metropolitan Court employee who has returned to assist with Traffic Arraignment and other development efforts. The Computer Enhancement fund acquired last year will cover part of the cost to hire the former BCMC employee which will be between

\$120,000 - \$180,000 as well as an estimated \$168,000 for the Tyler Clerks Edition of Traffic Arraignment.

- The developer for Browse Docket is no longer employed at BCMC. Hayden Bowling was the original developer of Browse Docket and will work with the BCMC staff to redevelop it so that it will work with Odyssey.
- The following items which have not been scoped or base-lined as of yet. They are: 1) Notice of Non Compliance/Affidavit/Bench Warrant 2) Suspension / Rescind of License 3) Notice of Hearing 4) Custody Notification 5) Crime Stopper Notification 6) Replacement of Case Lookup for DWI/DV. These items are not perceived as showstoppers by JID or Metropolitan Court administrators.
- Mr. Prisoc explained that a new system for Metropolitan Court must be implemented that is sustainable across the entire court system in New Mexico. The alternative is to internally develop systems. This often results in the developers retiring and the systems becoming obsolete, which then necessitates starting over and developing a whole new system. It is essential that courts which have their own IT staff do not develop their own custom programs that will obligate JID to adapt those programs over and over again as the courts go through technology cycles.
- Steve Prisoc stated that Traffic Arraignment is being developed in house by the Metropolitan staff as an independent module that will interface with Odyssey. Tyler is considering building Traffic Arraignment into their core product.

Financials. In addition to what Steve Prisoc had stated concerning Metropolitan Court financials, Tom Feilmeier added that there are no unexpected additional costs to date.

Data Conversion. Tom Feilmeier reported that the third data conversion which was moving data from the AS 400 into Odyssey to check for data integrity was completed. This also included financials. Issues with scripting were found however there were no apparent showstoppers. Three more conversions are

planned for October, January and February. Renee Cascio pointed out that the first two tests were to ascertain if Tyler could push data. Ms.Cascio stated that there will be problems, but that this conversion had been a success. Mr. Feilmeier explained that data conversions are only done periodically because it is very time intensive and the system is locked for up to a week, keeping the developers from their regular responsibilities.

Configuration. 95 percent of the configuration has been completed. Wednesday, August 21, the judges will begin user review of Odyssey.

Tyler Development. Tyler's latest delivery of 12.1.x software package addressed most of the requirements needed for the conversion. Community Service is one area that Tyler will continue to work in order to make it fully functional.

Odyssey Metro Development. Traffic Arraignment is on schedule and should be ready for testing by the end of the year. The senior developer on Browse Docket resigned, however one of the original developers of the program is contracting with Metropolitan Court. The development staff is planning to complete the development in time for go-live.

Test and Validation. Test and validation is proceeding on schedule. The baseline measurement was completed in July, revalidation will be done in September and the post-validation is planned for March 2014. Developers in Metro Court are using three hundred actual cases where they are base-lining the time frame it takes to process those cases across traffic arraignment, custody arraignment and the regular docket. Mr. Feilmeier expects that the the time it takes to process cases post go-live will probably go up, for a few weeks or months, due to unfamiliarity of users with the Odyssey system. This is standard procedure when a new system is implemented.

- Projects were started at BCMC and at the Second District Court where testing is being done on two specific terminals to test the performance that Odyssey delivers to the courts. One of the networks goes through the regular terminal and one bypasses the regular terminal and goes straight into Odyssey to check for any performance differences in either terminal or court. There have been slowdowns at

certain times of the day and month, which may be due to volume. The performance thus far has been excellent but the tests will be repeated several times especially during the reported slowdowns.

Training. Four one week training sessions are scheduled for the weeks preceding go-live. Training on supervision and the calendars will be scheduled and coordinated between Tyler and JID staff.

Forms. Mr. Feilmeier reported that the forms are 60 percent complete. There are ten or twelve forms left to create or modify. Metropolitan staff decided that the routing slip will not be utilized as a form in Odyssey. Judge Mitchell stated that the Forms Committee will be meeting on August 26, 2013 to review the remaining forms.

IV. Future Meetings. The next meeting will be held on October 16, 2013, 2:00 p.m., at the Judicial Information Division in Santa Fe.

V. Adjourn. Judge Mitchell adjourned the meeting at 3:08 p.m.